



REND LAKE CONSERVANCY DISTRICT

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MINUTES OF THE REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE REND LAKE CONSERVANCY DISTRICT HELD April 27, 2020

The Board of Trustees of the Rend Lake Conservancy District held a regular meeting on Monday, April 27, 2020, via teleconference. President Todd Thomas called the meeting to order at 9:00 a.m. The following attended:

Board of Trustees: In attendance via telephone: Ernest Collins, Paul Lawrence, Nicholas LeMay, Todd Thomas, Robert Walton, Keith Ward, and Michael Warren

Staff: In attendance via telephone: Keith Thomason, General Manager; Larry Sanders, General Counsel; Michael Johnston, Comptroller; Tony Furlow, Water Plant Superintendent; Jeremy Richardson, Distribution Manager; Amy Krueger, Manager of Season's Lodge and Condominiums; Jason Stilley, Golf Professional; Pete Hunter, Golf Course Superintendent; and Jen Zinzilieta, Executive Assistant

Visitors: Jim Rossell, President of Haier Plumbing & Heating, Inc. Mr. Rossell, the contractor for the 36" water main project, expressed his desire to meet with the Board of Trustees in person. Mr. Rossell presented several reasons regarding why he has requested more money for the project.

Minutes

Upon motion by Keith Ward and second by Michael Warren to approve the minutes of the February 24, 2020, Regular Meeting and the April 6, 2020, Special Meeting as presented, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren

Nays: None

Absent: None

The President declared the motion carried.

Acceptance of Check Register

Upon motion by Nicholas LeMay and second by Paul Lawrence to accept the Check Register as presented, the Board as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren

Nays: None

Absent: None

The President declared the motion carried.

General Manager's Report

Mr. Thomason presented the General Manager's report covering the following items:

- Report of the daily average and maximum flows of drinking water was given.
- A report of the water and sewer leaks during the past month was given.

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April 27, 2020 (Continued)

- A report of the District's response to the Coronavirus Pandemic was given. All utility operations remain fully functional. The lodge is open but has had very few guests during the entire month. The golf course is closed due to the Governor's Orders. Precautions are being taken to ensure social distancing and disinfection practices are maximized for all employees. One employee received a doctor's note and stayed at home for one week due to a possible exposure by one of his family members. The employee did not become ill and has since returned to work. We have no other impacts to employees from the virus concerns. The managers and employees have done a very good job complying with the recommendations.
- Mr. Thomason read a letter from a residential water customer complimenting the great customer service she received from a water employee, Bruce Vaughn.
- No safety issues to report for this period.
- Mr. Thomason has received questions from several mayors regarding the water rate change that is to go into effect May 1, 2020. The mayors would like to know if the District plans to change the rates or postpone the rate change in light of the Coronavirus Pandemic.
- Mr. Thomason asked Mr. Sanders to provide information regarding two checks that have been received by the District. Mr. Sanders informed the Board that IPARKS has issued a check for \$16,325 as a rebate of 10% of the property and casualty portion of the annual premium. The District also received a check for \$33,529 from suppliers of aluminum sulfate. The District was a party in a class action lawsuit against multiple suppliers for price fixing.
- Mr. Thomason informed the Board that one of the water employees was involved in a traffic accident. The employee was not injured. A motorcyclist hit one of the water employees while he was turning onto Marcum Branch Road. There was damage to one of the water trucks. The motorcyclist was ticketed for the accident and was insured.

Financial Report

Mr. Johnston presented the financial report for the month of March. Mr. Johnston reported that Big Muddy Prison owes the District \$592,751 and the state, in total, owes the District \$662,134.

Engineering Projects

Mr. Thomason provided an update on the following engineering projects:

Secondary WTP Discharge Line

Mr. Thomason reported the project is almost completely finished. The District continues to be in discussions with the road commissioner regarding repairs to Baptist Camp Road due to damage caused to the road during the construction phase of the project.

Booster Pump Station Upgrades

Mr. Thomason reported that work has finished at the McLeansboro and Ewing pump stations. The final checks are being processed to the contractors.

Galatia Vault

Mr. Thomason reported that the District will be moving the Galatia vault very soon due to road work in the area.

Highway 37 Water Main Relocation Project

Mr. Thomason reported that work will be starting soon on the Highway 37 water main relocation project. Residential meters being moved will be one of the first things done on the project.

Water Plant Upgrades and Projects

Mr. Thomason reported that the District is ready to complete the contract and begin design work with Jacobs Engineering Group, Inc. There will be more discussion regarding this project later in the meeting.

April 27, 2020 (Continued)

Recreation Facilities Update

Mr. Sanders reported the following information regarding the recreation facilities. The Coronavirus Pandemic has had a major impact on the recreation departments.

- Lodge: The condos have had some long-term guests but little to no other guests at the hotel. The recreation team has continued to explore new ways to improve guest experience. The lodge did get 60 new mattress sets. The old mattresses were given away to people that requested a set from a Facebook post by Season's Lodge and Condominiums. The lodge is also doing new construction of the decking around the hot tub.
- Golf Course: Golf revenue has been very low for 2020. The course was open for recreating for about one week after the Governor's Order but no fees were being charged and no carts were being rented. On May 1, 2020, golfing is to reopen in a limited and restricted manner. The DCEO will give direction on how to open. The recreation team is confident they can meet the mandates whatever they may be. The golf course irrigation upgrades are nearing completion. The golf course has purchased equipment during the last month such as a used fairway mower, a utility cart, and a golf range picker.
- Cabins: The cabins have had some regular usage throughout the pandemic but well below what the normal rentals would have been. The Gun Creek boat ramp by the cabins is one of the few boat ramps open at Rend Lake during the pandemic. This boat ramp has been very busy and several people have seen the cabins that normally would not have.

Leased Facilities Update

Mr. Sanders reported the following information regarding the leased facilities.

- Restaurant: Mr. Heinrich plans to continue operating on limited hours with carry-out only. He has garnered goodwill with his free meal program.
- Farmers: All leases have been paid up to date. The second half is due after harvest.

Sewer I and I

Mr. Thomason updated the Board on the contractor from Illinois Rural Water that is to do camera work of the sewer system. The contractor will not come until the Governor's Stay-At-Home Order is lifted. RLCD could have another firm do the camera work but the cost would be three times higher. RLCD has purchased a larger pump for the sewer system to help with the sewer inflow and infiltration problems.

Bids and Purchases

Purchases of Less than \$10,000

Mr. Thomason presented information regarding payments and purchases of several items that are under his \$10,000 purchase threshold.

- Payment to Elk Prairie Township for a road usage fee for sludge hauled to Springfield mine for \$6,200.00
- Purchase of a Gentry aluminum crane from Northern Tool for \$4,419.99
- IEPA lab participation of chemical analyses for 2020 for \$4,528.00
- Purchase of a Hach SL1000 Portable Analyzer from USA Bluebook for \$3,401.38
- Purchase of a TU52000 Lab Turbidimeter from USA Bluebook for \$3,686.42

Upon motion by Keith Ward and second by Todd Thomas to approve the payment to Elk Prairie Township, the purchase of a Gentry aluminum crane, the payment for IEPA lab participation, and the purchases of the portable analyzer and lab turbidimeter, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren

Nays: None

Absent: None

The President declared the motion carried.

April 27, 2020 (Continued)

Toro Irrigation Computer Control System

Mr. Thomason presented information regarding the purchase of a new Toro irrigation computer control system with a 36-month support plan for the golf course.

Upon motion by Keith Ward and second by Todd Thomas to approve the purchase of the Toro irrigation computer control system with a 36-month support plan, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren

Nays: None

Absent: None

The President declared the motion carried.

Badger Meter System

Mr. Thomason presented information regarding the upgrade of the Badger meter system. The upgrade would consist of a software upgrade, receiver kit, laptop, and on-site training for a cost of \$11,925.

Upon motion by Nicholas LeMay and second by Paul Lawrence to approve the purchase of the upgrade to the Badger meter system for a cost of \$11,925, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren

Nays: None

Absent: None

The President declared the motion carried.

Season's Condominium Roof Project

Mr. Thomason presented information requesting the approval of the Season's Condominium roof project. The District received three bids from contractors. The low bid was received from D.E. Martin Roofing from Lebanon, IL for \$33,779.

Upon motion by Michael Warren and second by Todd Thomas to approve the Season's Condominium roof project from the low bid from D.E. Martin Roofing for \$33,779, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren

Nays: None

Absent: None

The President declared the motion carried.

Workers' Compensation Insurance Renewal

Mr. Thomason presented information regarding the renewal of the workers' compensation insurance from Illinois Public Risk Fund for a cost of \$151,765.

Upon motion by Keith Ward and second by Ernest Collins to approve the renewal of the workers' compensation insurance from Illinois Public Risk Fund for \$151,765, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren

Nays: None

Absent: None

The President declared the motion carried.

Radio Communication System Upgrade

Mr. Thomason presented information regarding an upgrade to the radio communication system. The system would consist of equipment and installation of five new radios in the SCADA system for the area from the District to Mt. Vernon. The current system has been discontinued. Two bids were received for the radio system upgrade. The low bid was from WD Automation for \$13,750.

April 27, 2020 (Continued)

Upon motion by Nicholas LeMay and second by Paul Lawrence to approve the purchase of the radio communication system upgrade from the low bid from WD Automation for \$13,750, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren

Nays: None

Absent: None

The President declared the motion carried.

Water Plant Maintenance Shop Roof Project

Mr. Thomason presented information regarding the approval of the water plant maintenance shop roof project. Three bids were received for the project. The low bid was from B & J Construction from West Frankfort, IL for \$55,106.11.

Upon motion by Todd Thomas and second by Robert Walton to approve the water plant maintenance shop roof project from the low bid from B & J Construction for \$55,106.11, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren

Nays: None

Absent: None

The President declared the motion carried.

Purchase of Sixty Trees

Mr. Thomason presented information regarding preapproval for the purchase of sixty trees to be planted at Atchison Creek as part of the agreement with the US Army Corps of Engineers during the Secondary WTP Line Project. The District will verify the two quotes received for the sixty trees before purchasing.

Upon motion by Nicholas LeMay and second by Todd Thomas to preapprove the purchase of sixty trees from the low quote as part of the agreement with the US Army Corps of Engineers, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren

Nays: None

Absent: None

The President declared the motion carried.

Illinois Legislative Update

Mr. Sanders provided a legislative update regarding the following topics:

- John Bradley continues to advise and work with the state legislature and state agencies on behalf of the District.
- John Bradley has kept the District advised of the Governor's Orders and department rules through the Coronavirus Pandemic.

Water Plant Upgrades and Projects

Mr. Thomason presented information regarding the proposal by Jacobs Engineering Group, Inc. for the water plant upgrades and projects. The revised estimate of hours and cost by Jacobs is 1,516 hours at a cost of \$199,889. Jacobs would be concentrating on six items for the water plant upgrade and projects such as new water gates, second CO₂ tank, chemical room expansion, tank inspection, clearwell bypass plan, and construction phase support.

Upon motion by Nicholas LeMay and second by Paul Lawrence to approve the proposal by Jacobs Engineering Group, Inc. for the water upgrades and projects for a cost of \$199,889, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren

Nays: None

Absent: None

The President declared the motion carried.

April 27, 2020 (Continued)

Mt. Vernon Water Contract

Mr. Thomason presented information regarding the Mt. Vernon water contract. Woodlawn has requested a 40-year contract with Mt. Vernon so that they can obtain a rural development loan. Mt. Vernon is considering a contract extension with the District prior to signing an extension with Woodlawn. Management has informed Mt. Vernon that any extension will need to address the towns that have approached the District concerning their interests in becoming direct customers of the District. Mt. Vernon is reviewing the draft contract.

Closed Session

Upon motion by Ernest Collins and second by Michael Warren to go into Closed Session at 10:48 a.m. to consider: (1) Personnel (For the Discussion of the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal); (2) Collective Negotiations (For the Discussion of Collective Negotiating Matters); (6) Sale, Purchase or Lease of Property (For the Setting of a Price for Sale, Purchase or Lease of Property); (8) Security (For discussion of security procedures); (11) Litigation (For the Discussion of Pending, Probable or Imminent); and (21) Closed Session Minutes (For the Discussion of Closed Session Minutes); the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Ward, Warren

Nays: None

Absent: None

The President declared the motion carried.

Keith Ward left the meeting at 11:10 a.m.

Upon motion by Robert Walton and second by Ernest Collins to come out of Closed Session at 11:18 a.m., the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Warren

Nays: None

Absent: Ward

The President declared the motion carried.

Closed Session Minutes

Upon motion by Robert Walton and second by Michael Warren to approve the Closed Session Minutes of the February 24, 2020, Regular Meeting as presented, the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Warren

Nays: None

Absent: Ward

The President declared the motion carried.

Adjournment

Upon motion by Nicholas LeMay and second by Michael Warren to adjourn the meeting at 11:22 a.m., the Board voted as follows:

Ayes: Collins, Lawrence, LeMay, Thomas, Walton, Warren

Nays: None

Absent: Ward

The President declared the motion carried.


Todd Thomas, President


Robert Walton, Secretary